



**MONTROYAL ELEMENTARY SCHOOL  
PARENT ADVISORY COUNCIL**

**MEETING MINUTES:** Nov 3rd, 2021 - 7:00 PM

**Date:** November 3rd, 2021

**Time:** 7:00 pm

**Location:** Virtual Zoom Meeting

Attendees: G. Foster, D. Allan, M. Allan, T. Ross, H. Choi, Dawne, J. Wang, D. Beveridge, D. Thomas, H. Melendez

1. Call to Order – 7:06 pm
2. Establish quorum – *Quorum established*
3. Approval of agenda – *Motion by T. Ross, second by D. Allan, all in favor*
4. Approval of previous meeting minutes – *Motion by T. Ross, second by H. Choi, all in favor*
5. Chair / Vice Chair Update (10 min)
  - *IPAD Purchase Update – G. Foster has been working with D. Beveridge to understand needs in consideration of available budget. Will be putting forward a proposal to Executive in the next few weeks for vote in December.*
  - *Emergency Bins – G. Foster recently went into the emergency bins to assess quality of supplies and everything looks ok. There is a leak that will need to be taken care of, but it should be easy fix and nothing has been damaged. Will work with Emergency Coordinator to get an idea of what supplies needs to be replaced/updated.*
  - *Other Technology – G. Foster also putting forward proposal to Executive to purchase 3 smartboard projectors in the next few weeks for vote in December.*
6. Principal Update (10 min)
  - *Anticipate COVID protocols may be relaxed in the coming months*
    - *G. Foster asks if the relaxing of protocols means that we may be able to have hot lunch back?*
    - *D. Beveridge responds that this is a possibility but need to work out logistics as they are using the multi-purpose room for other things now. He also wants to make sure food safe and covid protocols are maintained before HotLunch can begin again.*



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- *G. Foster asks if there is anyone that knows anyone that is interested in Hot Lunch coordinator role to let the Executive know.*
  - *H. Melendez asks if parent volunteers will be coming back to the classrooms? D. Beveridge indicates that possibly this will happen, but it will be quite restrictive. Trying to keep in line with what our neighboring schools are doing. Will be starting conversations with teachers about their needs and interest level in volunteers.*
  - *D. Beveridge reports that the gym has reopened this week, though the stage still needs to be cleaned. The ventilation project is pretty much completed and the gym now has occupancy sensors so that the vents start up when someone comes in, similar to how the lights are triggered.*
  - *D. Beveridge reports that they will have a virtual Remembrance Day assembly next week.*
  - *D. Beveridge reminds parents to send masks to school.*
  - *D. Beveridge reports that attendance is good at the moment.*
  - *D. Beveridge reports that they have staff meeting this week and will start to talk about the wish list and get an understanding of what teachers needs are in consideration of the fact that budgets may be limited due to lower levels of fundraising in the last few years.*
  - *D. Beveridge reports that report cards are due to come out Dec 10<sup>th</sup>.*
7. Treasurer update (10 min)
- *D. Allan still working on access to 2 bank accounts (Blue Shore and HSBC) so he does not yet have 100% picture of funds and is not able to move money around.*
  - *D. Allan is planning to tweak the accounting methodology so that we can accurately see what we have, what we need to budget for, where our liabilities are, etc. More to come in coming months after getting access to the bank accounts.*
  - *(Current budget posted on MPAC website).*
8. Other PAC Executive updates (5 min) - *No updates*
9. Committees Update (if present) (5 min)
- *Class Rep Coordinator – M. Allan has been passing on information about the fundraising that is going on and will be asking class reps to follow-up on teacher*



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*gifts soon. M. Allan also reports that class reps have been asked to actively reach out to parents to make sure that they are on their e-mail list.*

- *Parent acknowledges that the Bylaw Officers showed up on Monday and assisted with drop offs. G. Foster indicated that he has tracked down the contact that had worked on the Canyon Heights traffic sign and will pass on the information to Dawne as she would like to follow-up on creating one for Montroyal.*

10. General Questions (10 min) - *No questions*

11. Adjourn – 7:27 pm

**Next Meeting:** December 1, 2021